



Admissions Policy - Nursery

Statutory

Reviewed: March 2026

Next Review Date: March 2027

Role Responsible: Head of School

Introduction

Humberstone Infant Academy is a popular Infant 3-7 school. It became part of Odyssey Educational Trust from April 2016 and as such the trustees are the admissions authority and have responsibility for determining admission arrangements within the statutory framework including consideration of the Admissions Code of Practice.

The nursery offers 15-hour morning sessions which has an agreed admission number of 26 places.

Places for three-year olds

Children will be eligible for admission to a nursery class in a community or voluntary controlled school or nursery in the term after they turn three years old, although admission will be subject to an application being made and places being available. At Humberstone Infant Academy children join our nursery at the start of the academic year in the Autumn term following their third birthday. When the nursery is over-subscribed for a three-year-old place details will be added to the waiting list.

Procedures for Admission

Parents can contact the school office to apply for a place in the nursery and the child will then be placed on a waiting list.

The school will inform parents/carers of the outcome of their application during the preceding Summer term to children who will be three by 31st August of that year. If an applicant is offered a place they must confirm acceptance directly with the school as soon as possible and by the date stipulated in their offer letter. The final decision with regard to admission will, in the first instance, be determined by the date of receipt of application. Where the nursery is oversubscribed it will maintain a waiting list in order of the date of application.

If parents/carers accept the place, later in the summer term they will be provided with an information booklet and an opportunity to meet their teacher and they will also be advised of their child's start date.

Admission to the school's nursery does not guarantee admission to the reception class at the school. Applications for Reception (Foundation 2) must be made via Leicester City Council and be submitted by the statutory deadline in order to be considered

<https://www.leicester.gov.uk/schools-and-education/school-admissions/step-by-step/infant-or-primary-school-admissions>

Late admissions

Applications received after 1st September 2026 for admission to the nursery class will be treated as an in-year admission.

Publication of Admission Arrangements

Humberstone Infant Academy will publish its admission arrangements each year once these have been determined by publishing details on the school website

- copies being sent to the offices of the Local Authority
- copies being made available without charge upon request from the academy

The Published Arrangements will set out

- name and address of the Academy and contact details
- numbers of places and application for those places in the previous year.